



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF PLUMBING AND HVACR EXAMINERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF PLUMBING &amp; HVACR EXAMINERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, November 1, 2016 at 8:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon
<b>MINUTES APPROVED:</b>	January 10, 2016

**MEMBERS PRESENT**

Charles Robbins, Professional Member, President  
Harold Caswell, Professional Member, Vice President  
John Mills, Professional Member  
Craig Tenaro, Professional Member  
James Anderson, Public Member  
Sheila Littleton, Public Member

**MEMBERS ABSENT**

John Brady, Public Member  
Matthew Reilly, Professional Member  
Frank Beebe, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Kevin Maloney, Deputy Attorney General  
Latonya Brown, Administrative Specialist II

**OTHERS PRESENT**

Benjamin Shumaker, Remco

**CALL TO ORDER**

Mr. Robbins called the meeting to order at 8:45 am.

**REVIEW OF MINUTES**

A motion was made by Mr. Mills, seconded by Mr. Beebe, to approve the October 11, 2016 minutes. The motion carried unanimously.

**UNFINISHED BUSINESS**

**Re-Review of Applications**

**Benjamin Shumaker, Master HVACR**

A motion was made by Mr. Tenaro, seconded by Mr. Mills, to approve Mr. Shumaker to take the Master HVACR by-pass exam. The motion carried unanimously.

Tobia Hayden

A motion was made by Mr. Mills, seconded by Mr. Caswell, to approve Mr. Hayden to take the Master HVACR exam contingent upon 7 years of experience being completed on November 3, 2016. The motion carried unanimously.

Review and Signing of the Order

M. Weiss Gul, Master HVACR

The board reviewed and signed the order.

Chad Palmer, Master Plumber

The board reviewed and signed the order.

**NEW BUSINESS**

Review of Examination Applications- HVACR

A motion was made by Mr. Caswell, seconded by Mr. Mills, to approve Michael Hellens to take the Master HVACR exam. The motion carried unanimously.

A motion was made by Mr. Mills, seconded by Mr. Tenaro, to table the Master HVACR application of Luke Vannicola. The motion carried unanimously.

Review of Reciprocity Applications- HVACR

A motion was made by Mr. Mills, seconded by Mr. Tenaro, to approve the Master HVACR application of Jeffrey Aldrich Sr. The motion carried unanimously.

Ratification of Applications

A motion was made by Mr. Mills, seconded by Mr. Caswell, to ratify the applications of:

- Justin Rittershofer, MD, Master Plumber
- Robert Jones, MD, Master HVACR

The motion carried unanimously.

**CORRESPONDENCE**

**OTHER BUSINESS BEFORE THE BOARD**

Carbon Monoxide- Fire Marshall

Mr. Robbins advised that he has contacted the State Fire Marshall and that he is still waiting for a call back to see if they would require a separate certification added to the Master Plumber license.

**PUBLIC COMMENT**

**NEXT SCHEDULED MEETING**

The next board meeting will be held on January 10, 2017 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

A motion was made by Mr. Tenaro, seconded Mr. Caswell, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:58 am.

Respectfully submitted,

A handwritten signature in black ink, reading "LaTonya Brown". The signature is written in a cursive, flowing style.

LaTonya Brown  
Administrative Specialist II